

Draft Minutes of the Maricopa HOME Consortium Public Meeting
May 20, 2021 9:30 am

Consortium Members Present:

Marsha Chavez, City of Avondale
Karin Bishop, City of Chandler
Melanie Dykstra, Town of Gilbert
Trilese DiLeo, City of Glendale
Rachel Milne, Chair, Maricopa County
Jaime Gonzalez, City of Peoria
Irma Hollamby, City of Scottsdale
Adam Lane, City of Surprise
LeVon Lamy, City of Tempe

Others Present:

Jennifer Laurie, Town of Gilbert
Regina Marette, Maricopa County
Carissa Cyr, Maricopa County
Lori Francisco, Maricopa County
Mary Witkowski, City of Scottsdale
Janae Mitchell, City of Surprise

1. Call to Order

At 9:34 a.m., Rachel Milne, the Chair, called to order the May 20, 2021 Maricopa HOME Consortium Public Meeting, held telephonically as a response to COVID-19.

2. Roll Call

Regina Marette called the roll, and a quorum was established.

3. Approval of Minutes (04/15/21)

Rachel Milne called for a motion to approve the minutes of the April 15, 2021 monthly HOME Consortium Public Meeting. Marsha Chavez motioned to approve the minutes. The motion was seconded by Melanie Dykstra and passed unanimously.

4. Annual Action Plan (AAP) Update

Carissa Cyr gave the following update on the AAP: The County was not able to submit the AAP as we had hoped on May 14th due to HUD updating the CDBG allocations. HUD has instructed us to update SF-424 forms and the screens in IDIS before AAP submission, and the new deadline to submit our Action Plans is June 16, 2021.

Please email Carissa as soon as your jurisdiction has completed the updates in IDIS and is ready to submit your AAP.

5. American Rescue Plan Act (ARPA) and HOME funds-estimated \$16,756,617

Rachel stated that HUD has issued a statement that later this year they will issue an implementing notice providing guidance on the HOME-ARP funds, including the requirements for a substantial amendment. In response to the HOME-ARP allocations, Rachel updated the consortium on what we know to date regarding the funds. The funds will have a commitment deadline of 2025 and an expenditure deadline of September 2030. The funds allow for four types of eligible activities: production or preservation of affordable housing; TBRA; supportive services; and the purchase or development of non-congregate shelters. These eligible activities must be used to serve the following eligible beneficiaries: homeless; at-risk of homelessness; fleeing domestic violence or human trafficking; other populations where

providing aid would prevent homelessness or those with the greatest risk of housing instability; and veterans and families that meet the preceding criteria.

Rachel stressed that this agenda item is for discussion purposes only and to allow the Consortium to prepare in advance for the receipt of the funds.

Rachel presented five possible funding scenarios, and stated that these are not the only possible scenarios:

1. Standard HOME allocation, including CHDO set-aside.
2. Standard HOME allocation, without CHDO set-aside.
3. Funding is pooled and released in one RFP that covers the entire Consortium jurisdiction, with the exception of the City of Tempe's funds, in a county-wide RFP.
4. East and West Valley communities funding is pooled, with the exception of the City of Tempe, and released in two RFPs, with the County splitting its allocation between the East and West Valley.
5. East and West Valley communities funding is pooled, with the exception of the City of Tempe, and the County and released in two RFPs. In this scenario, the County would contribute their allocation to the City of Tempe.

Rachel then entertained questions from the members. Karin Bishop stated that there is strong interest in Chandler to use the funding for their upcoming RAD conversion, if the funds are eligible for that use. LeVon Lamy updated the members on the City of Tempe's progress stating that the City currently has two properties with contingent contracts. One contract is for \$3.5 million and the other is for \$4.6 million which would produce 86 permanent non-congregate units. He estimates between \$2-5 million shortfall.

Rachel reiterated that until HUD releases its notice with more information on HOME-ARP, the Consortium will not be able to make any funding decisions. Rachel asked members to talk to their colleagues and leadership and discuss which scenarios might be of interest to their communities. We will put this back on the agenda when we know more information.

6. Requests for Reimbursement, New Rent and Income Limits and Past Due Quarterly Reports

Requests for Reimbursement: Regina reminded members that the HOME agreements state that Requests for Reimbursement of all expenditures will be submitted to the County within the same fiscal year in which the expenditures are incurred. The fiscal year runs July 1st through June 30th. *All Requests for Reimbursement shall be submitted no later than July 15th for the preceding fiscal year.* She stated that if a member has reimbursed expenses for an activity that is not completed by June 30th (and not set up in IDIS) that it will be necessary to submit a reimbursement request in order for the expenditures to be recognized in the correct fiscal year and meet the requirements of 2 CFR 200.

The new rent and income limits have been issued by HUD and will be effective June 1, 2021. Regina stated that she will send the bulletin via email and that it is also available on our website.

Regina also reminded members that Quarterly Performance Reports are now past due and to please submit them as soon as possible.

7. Roundtable Consortium Member Discussion

Consortium members gave updates for their cities/town on their HOME activities and staffing.

8. Call to Public

The public had no comment.

9. **Adjournment**

There being no other business, the Chair entertained a motion for adjournment by Jaime Gonzalez and seconded by Melanie Dykstra. The motion passed unanimously. The meeting was adjourned at approximately 10:35 a.m.

The next regularly scheduled meeting will occur June 17, 2021.

Respectfully submitted,

Regina Marette

Regina Marette, Recording Secretary

DRAFT